



Photograph 1. aerial view

**project:** Proposed change of use  
**Address:** 17A and 17 High Street, Cuckfield  
**title:** Planning and heritage statement  
**scale:** nts  
**date:** June 2025  
**dwg. no:** HSC-PL-006

## Contents

1. Introduction
2. Site and surroundings
3. Planning context
  - 3.1 Planning policies
  - 3.2 Pre-application advice
  - 3.3 Recent Planning history
4. Design proposals
5. Materials
6. Heritage statement

## 1. Introduction

- This statement accompanies a Full Planning application to MSDC for the Change of Use to part of shop unit at no. 17A (Willis & Co) to residential use to add living space to existing dwellinghouse at no.17 .
- This statement considers the site and surrounding area, the adjacent buildings and planning history, the context of the proposals and forms the Heritage Statement required for development in a Conservation Area.

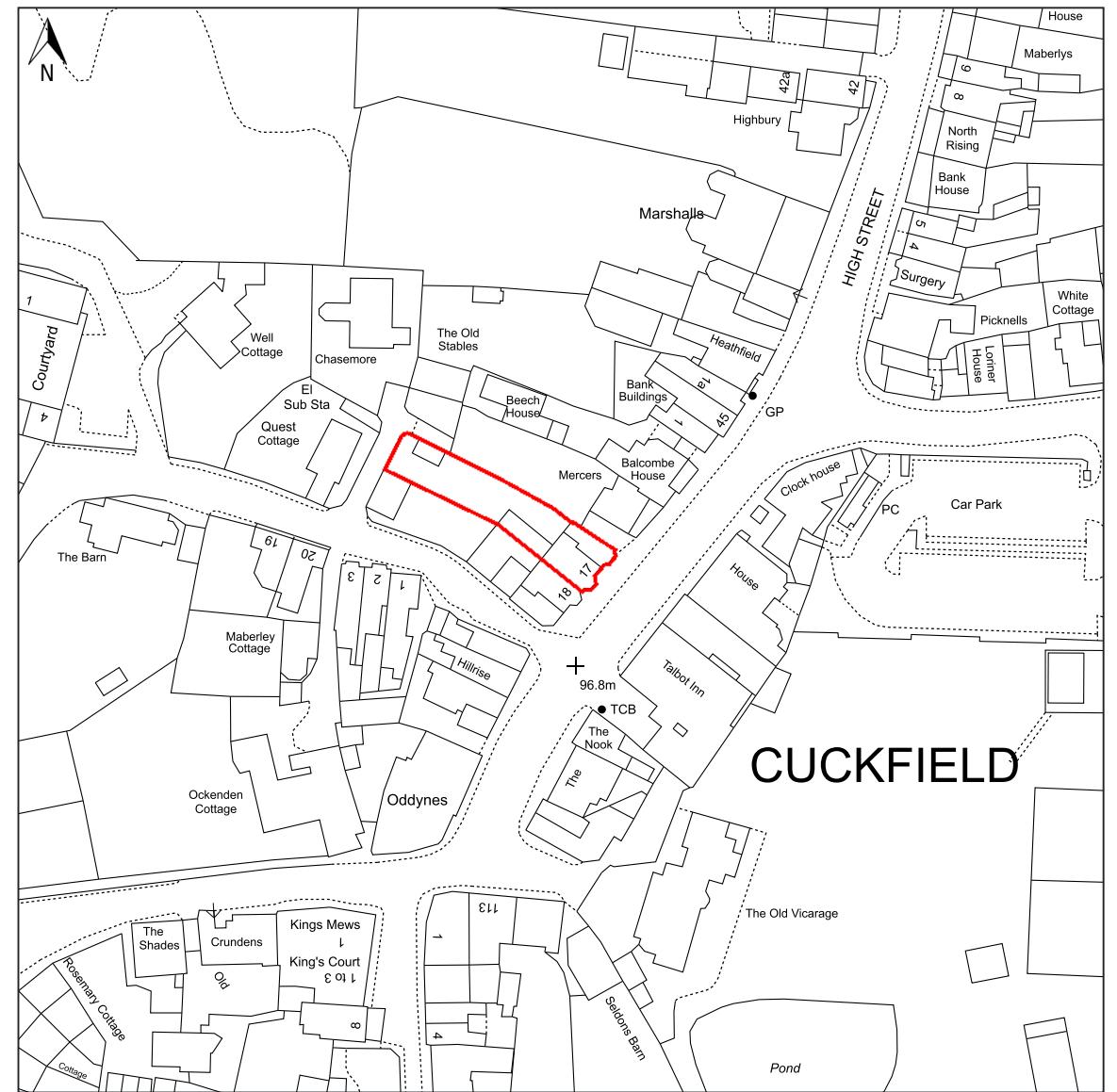
## 2. Site and surroundings

- The application site is located Cuckfield village centre on the west side of the High Street and is Grade II listed.
- The site lies in the centre of Cuckfield Conservation Area.
- There are other listed buildings nearby, the adjacent properties no.19 and Mercers, Balcombe House (Grade II) to the north of Mercers.

17, HIGH STREET, CUCKFIELD, WEST SUSSEX, RH17 5JU

UPRN: 100061868847

HMLR Title No: WSX44350



© Crown copyright and database rights, 2022. Ordnance Survey  
0100031673 Created using Plans by emapsite.com

0m 20m 40m 60m 80m 100m

Scale: 1:1250

Paper Size: A4

**project:** Proposed change of use  
**Address:** 17A and 17 High Street, Cuckfield  
**title:** Planning and heritage statement  
**scale:** nts  
**date:** June 2025  
**dwg. no:** HSC-PL-006

place

### 3. Planning context

#### 3.1 Planning policies and guidance

- The following policies are relevant to the proposed Change of Use;
- Cuckfield Neighbourhood Plan – CNP 1, CNP 11a) & c)
- Mid Sussex District Plan – DP3, DP 26, DP 34 and DP 35

#### 3.2 Pre-application advice

- No Pre-application advice has been requested for the proposed Change of Use.

#### 3.3 Recent Planning history

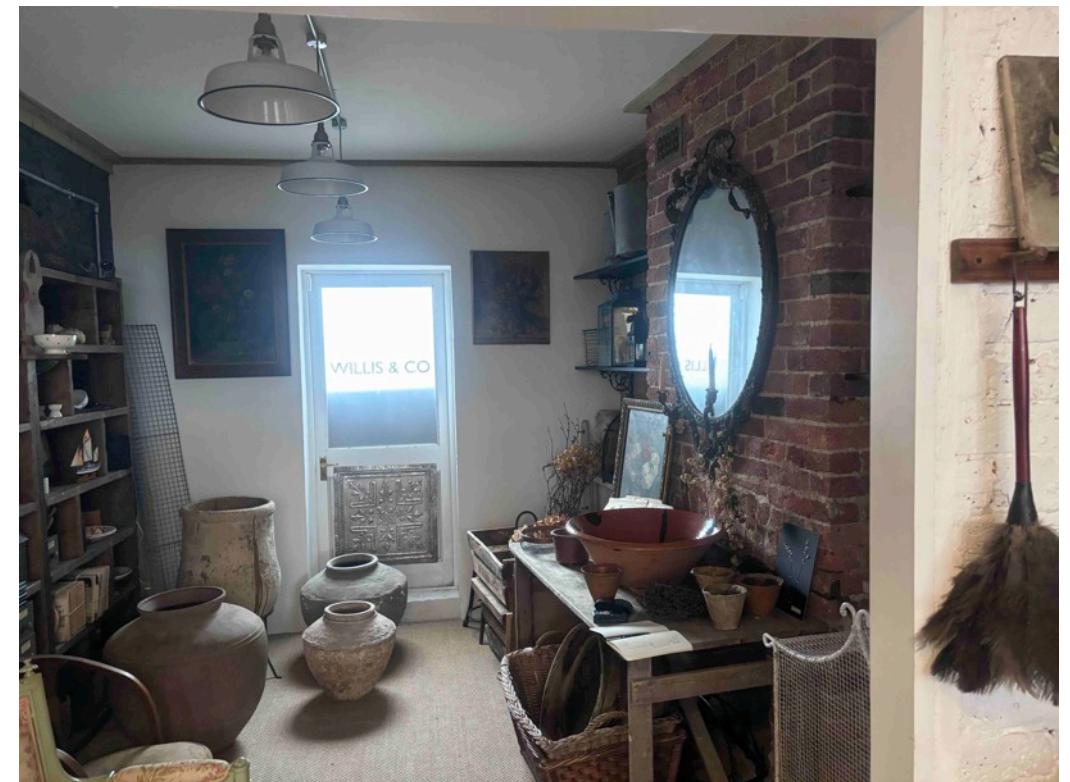
- DM/23/1267 & 1268 Householder Listed Building Consent – Partially demolish existing garden wall due to structural failure and rebuild to match existing – approved 21.06.23 and works now completed.
- DM/25/0745 & 0746 Householder Listed Building Consent for retrospective approval for 3no. Conservation style roof windows

### 4. Design proposals

- The existing Willis & Co. shop at 17A High Street forms part of house and shop building with no. 17 being a 3 storey house in the same ownership as the shop and with internal access between the house and shop unit.
- The proposal is to convert the existing rear part of the shop into residential use as part of the main house and to provide living space which directly connects to the rear garden as currently there is no living space with access to the garden.
- The loss of retail floor area will be 11m<sup>2</sup> but there will be no material change to front part of the shop or to the shop frontage.
- An existing internal doorway will be opened up and used to access the new residential space.
- The separation wall between the shop and the residential space will be located on an existing partition line.



Photographs 2 & 3  
Views of rear part of shop unit and existing partition wall



**project:** Proposed change of use  
**Address:** 17A and 17 High Street, Cuckfield  
**title:** Planning and heritage statement  
**scale:** nts  
**date:** June 2025  
**dwg. no:** HSC-PL-006

## 5. Materials

- Internal partition will be formed in timber studwork with insulation between studs and lined with dense plasterboard to both sides.

## 6. Heritage statement

- The application seeks to balance the relative uses of the existing building, 17 & 17A High Street. Although there is a small reduction in retail floor area, the main shop area and frontage will remain unaltered. The modest addition to the residential floor area provides a large improvement to the amenity of the dwelling by allowing living space to access the rear garden.
- The proposed separation will be on an existing partition line so will have minimal impact to the existing shop and negligible effect the Listed Building as a whole.
- The proposals are for change of use only and do not involve any external alterations.
- The proposals therefore will preserve and maintain the existing character of the Listed Building. It is considered that there will be/has been little or no adverse impact or harm to the existing property and to the setting of nearby Listed Buildings.
- Overall, the proposals are intended to retain the character and context of the existing building and the Conservation Area.



Photographs 4  
External view of shop front (no alterations proposed)

**project:** Proposed change of use  
**Address:** 17A and 17 High Street, Cuckfield  
**title:** Planning and heritage statement  
**scale:** nts  
**date:** June 2025  
**dwg. no:** HSC-PL-006